



Shire of
Katanning
heart of the great southern

'Together, We're Building Katanning's Future'

MINUTES SPECIAL COUNCIL MEETING

Dear Council Member

Minutes of Special Council Meeting of the Shire of Katanning held on
Wednesday 18 March 2015, in the Shire of Katanning Council Chambers,
16-24 Austral Terrace, Katanning, commencing at 6:00pm.

DISCLAIMER

The Council of the Shire of Katanning hereby
advises that before taking any action on an application or a
decision of the Council, any applicant or members of the
public should wait for written advice from the Council.

Cr Alan McFarland
SHIRE PRESIDENT

Table of Contents

Item No.	Item Heading	Page No.
1	Declaration of Opening/Announcement of Visitors	3
2	Record of Attendance	3
3	Response to Previous Public Questions Taken on Notice	4
4	Disclosure of Financial/Impartiality Interest	4
5	Public Question/Statement Time	4
6	Applications for Leave of Absence	4
7	Petitions/Deputations/Presentations	4
8	Confirmation of Minutes of Previous Meetings	4
9	Announcements by Presiding Member Without Discussion	5
10	Reports of Committees and Officers	5
10.1	Director of Engineering & Development Services' Reports	5
10.2	Director of Corporate and Community Services' Reports	5
10.3	Executive Manager - Strategic Projects Reports	5
10.4	Acting/Deputy Chief Executive Officer Reports	5
10.4.1	Chief Executive Officer Recruitment	5
10.5	Manager of Finance	5
10.6	Chief Executive Officer's Reports	5
10.7	Advisory Committee Meeting Minutes	5
11	Elected Members Motions	6
12	New Business of an Urgent Nature	6
13	Confidential Item	6
14	Closure of Meeting	6

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6:00pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Shire President - Cr Alan McFarland

Members: Cr Richard Kowald
Cr Heather McCarley
Cr Danny McGrath
Cr Craig McKinley
Cr Leisha Wood
Cr Alep Mydie
Cr Owen Boxall

Council Officers: Uwe Striepe, Director of Engineering & Development
Services

Council Observer: Andrew Holden, Acting Chief Executive Officer

Gallery: Teresa Flugge

Media:

Apologies: Deputy Shire President - Cr Robert Godfrey
Sam Davis, Executive Manager – Strategic Projects
Sarah Martin, Director of Corporate and Community Services
Diana Marsh, Manager of Finance

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

Nil.

5. PUBLIC QUESTION/STATEMENT TIME

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Nil.

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

10. REPORTS OF COMMITTEES AND OFFICERS

Nil.

10.1 DIRECTOR OF ENGINEERING & DEVELOPMENT SERVICES REPORTS

Nil.

10.2 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES REPORTS

Nil.

10.3 EXECUTIVE MANAGER – STRATEGIC PROJECTS

Nil.

10.4 ACTING/DEPUTY CHIEF EXECUTIVE OFFICER**10.4.1 CHIEF EXECUTIVE OFFICER RECRUITMENT**

File Ref: AC/02/0014
Reporting Officer: Acting Chief Executive Officer
Date Report Prepared: 18 March 2015

Issue: To consider arrangements for the recruitment of a Chief Executive Officer.

Body/Background: At the special Council Meeting 4 March 2015, Council resolved to no longer continue with the position of CEO / Project Manager and that as a consequence that position was made redundant and details of the occupant, Dean Taylor's termination of employment are now being worked through.

Council needs to now seek to recruit a new Chief Executive Officer following which that new CEO will then review the organisational structure and determine what arrangements are required for future project management.

Officer's Comment:

The appointment of a CEO is arguably one of the most important decisions Council is required to make. Councillors have indicated a preference for Council to run the process of seeking a recruit a new CEO along with an independent consultant advise in regard to the formation and the selection panel, advertising, shortlisting, reference review, selection criteria and contract formulation. In attracting the right candidates it is important for Council to be seen and acknowledged as being professional, efficient and effective and the formation of a Selection Panel assists in that.

Council now need to form a Chief Executive Selection Panel for the purpose of recruiting a Chief Executive Officer. Councillors have expressed that the panel should consist of a number of interested Councillors and an independent consultant. The independent consultant shall ensure impartiality and provide professional counsel during the selection process. The selection panel should operate to determine a final short list of preferred candidates for consideration by Full Council.

Three indicative proposals to assist in this regard have been obtained from WALGA, LO-GO Appointments and Core Business Australia (see attachments)

The Acting Chief Executive Officer has prepared a draft Terms of Reference (see attachment) for the CEO Selection Panel, a draft updated information package and draft advertisement for consideration by Council/Council's CEO Selection Panel.

Statutory Environment:

Local Government Act 1995 sec 5.36 (4)

Local Government (Administrative) Regulations 1996 18A, 18B, 18C, 18F

Policy Implications: Nil

Financial Implications: The cost associated with engaging a recruitment consultant has not been allocated in the current budget.

Strategic Implications: Nil.

Officer's Recommendation/Council Motion:

PROCEDURAL MOTION

MOVED: CR RICHARD KOWALD

SECONDED: CR LEISHA WOOD

SC7/15

That Council:

- 1. Establish a CEO Selection Panel comprised of 5 Councillors being:
Shire President Alan McFarland
Cr Robert Godfrey
Cr Leisha Wood
Cr Richard Kowald**

Cr Craig McKinley

Plus 1 Independent Consultant; and

- 2. APPROVE the Terms of Reference for the CEO Selection Panel.**

Voting Requirement: Simple Majority

CARRIED: 8/0

PROCEDURAL MOTION

MOVED: CR DANNY MCGRATH

SECONDED: CR HEATHER MCCARLEY

SC8/15 That Council suspend standing orders

Voting Requirement: Simple Majority

CARRIED: 8/0

PROCEDURAL MOTION

MOVED: CR LEISHA WOOD

SECONDED: CR RICHARD KOWALD

SC9/15 That Council resume standing orders

Voting Requirement: Simple Majority

CARRIED: 8/0

Moved: CR LEISHA WOOD

Seconded: CR CRAIG MCKINLEY

PROCEDURAL MOTION

SC10/15 That the Council close the meeting to the public to consider independent consultants proposals.

Voting Requirement: Simple Majority

CARRIED: 8/0

MOVED: CR LEISHA WOOD

SECONDED: CR DANNY MCGRATH

SC11/15 That Council accept the proposal of WALGA to be the independent consultant engaged as a member of the Chief Executive Officer Selection Panel.

Voting Requirement: Simple Majority

CARRIED: 8/0

PROCEDURAL MOTION

Moved: CR HEATHER MCCARLEY

Seconded: CR OWEN BOXALL

SC12/15 That the Council now re-open the meeting to the public.

Voting Requirement: Simple Majority

CARRIED: 8/0

10.5 MANAGER - FINANCE

Nil.

10.6 CHIEF EXECUTIVE OFFICER'S REPORTS

Nil.

10.7 ADVISORY COMMITTEE MEETING

Nil.

11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION

OF MEETING

Nil.

13. CONFIDENTIAL ITEM

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 7:05pm.